

Key Information Document

This document sets out key information about your relationship with us, including details about pay, holiday entitlement and other benefits.

Further information can be found by contacting your consultant or payroll@lawabsolute.com

The Employment Agency Standards (EAS) Inspectorate is the government authority responsible for the enforcement of certain agency worker rights. You can raise a concern with them directly on 020 7215 5000 or through the Acas helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

GENERAL INFORMATION

Your name:	PAYE example
Name of employment business:	LAW Absolute Limited
Your employer (if different from the employment business):	As above
Type of contract you will be engaged under:	Contract for services
Who will be responsible for paying you (if different from your employer):	As above
How often you will be paid:	Weekly unless otherwise agreed in your contract
Expected or minimum rate of pay:	At or above the National Living Wage (£9.50 per hour)
Deductions from your pay required by law:	PAYE Tax, Employee's NI, Student/Postgraduate Loan repayments (if applicable)
Any other deductions or costs from your pay (to include amounts or how they are calculated):	Employee's Pension (auto enrolment) – once enrolled, calculated as 5% of Qualifying Earnings (earnings over £120 per week, to a maximum of £967 per week)
Any fees for goods or services:	N/A
Holiday entitlement and pay:	28 days, accrued at the rate of 12.07% of your hourly/daily rate paid
Additional benefits:	N/A

EXAMPLE PAY

(This is an example only; your pay rate is likely to exceed this and the deductions will increase accordingly, and may not all be relevant to your personal circumstances.)

Example rate of pay:	35.00 hours @ £9.50	£332.50
Deductions from your wage required by law:	PAYE tax	£16.03
	Employee's NIC	£18.88
	Student loan	Threshold not met
	TOTAL	£34.91
Any other deductions or costs from your wage:	Auto enrolment pension	£10.63
	TOTAL	£10.63
Any fees for goods or services:		N/A
Example net take home pay:		£286.96